

**ARIZONA STATE SCHOOLS FOR THE DEAF AND THE BLIND
POSITION DESCRIPTION**

POSITION TITLE: EVENT ASSISTANT

POSITION LOCATION: ASDB-Tucson / Berger Performing Arts Center

POSITION REPORTS TO: Buildings Use Coordinator

POSITION SUPERVISES: None

MINIMUM QUALIFICATIONS: Desire to work and learn in Theater events.

PREFERRED QUALIFICATIONS: Sign language skills; some knowledge of sound and lighting systems, building maintenance with focus on cleaning.

MAJOR DUTIES AND RESPONSIBILITIES: Provides technical and preparation support for PAC activities. Clean bathrooms, vacuum carpets, empty trash, and set-up tables and chairs. Also may help with unloading and loading stage equipment, focusing and jelling lamps, and providing assistance to sound and lighting technicians.

KNOWLEDGE, SKILL AND ABILITY: Must pass a beginning sign class at completion of one year of employment. Must utilize appropriate personal protective equipment as required.

PAY PLAN: <u>Classified</u>	GRADE: <u>01</u>	FLSA: <u>Non-Exempt</u>	DATE: <u>Revised: 7/2006</u>
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